

The Ledgeview Zoning & Planning Commission held a meeting on **Wednesday, April 11, 2018 at 6:00 p.m.** at the Municipal Building located at 3700 Dickinson Road, De Pere, WI 54115.

1. CALL TO ORDER

The meeting was called to order by Chairwoman Jane Tenor at 6:00 PM.

2. ROLL CALL

Members present were Chairwoman Tenor, Vice-Chair Mark Handeland, Commissioners Lamers, Chambers, Van Rossum, and Baran. Excused was Commissioner Garcia.

Staff present were Planner Dustin Wolff and Clerk Charlotte Nelson.

3. APPROVE/AMEND AGENDA

MOTION by Van Rossum/Chambers to approve the agenda as written. No further discussion. Motion carried in a voice vote, 6-0.

4. ACT ON MINUTES FROM MARCH 14, 2018

MOTION by Van Rossum/Baran to approve the minutes as written. No further discussion. Motion carried in a voice vote, 6-0.

5. PUBLIC HEARINGS: None.

6. NEW BUSINESS:

a. Review and make recommendation on the request from Steve Bieda of Mau & Associates, agent for Seville Properties, LLC, for The Crossing at Dollar Creek Second Addition Final Plat on Parcel D-183, Dollar Road.

The 40 lot preliminary plat with numerous outlots on approximately 38.8 acres was approved by the Zoning & Planning Commission at the November 15, 2017 meeting. The Town Board approved the preliminary plat on February 20, 2018. The property was also rezoned to R-1 Single-Family.

A conservation easement has been included on the Plan for ESA areas along Outlot 5. Language has also been included in the Subdivision Covenants that will be recorded. However, Staff is recommending that the language be added to the plat, and include restrictions against storage of any kind (firewood, etc.), soil disturbance, or fences within the conservation easement

The proposed Final Plat complies with the requirements of Chapter 96: Subdivision, and it is my opinion that the ZPC recommend approval of the plat to the Town Board, conditioned upon the following:

1. Illustrate the required setbacks on the plat.
2. Outlot 4 will be dedicated to the Town of Ledgeview to provide stormwater management
3. Outlot 5 will be dedicated to the Town of Ledgeview to provide public accessibility and a future trail.
4. Outlots 6, 7, and 8 will be dedicated to the Town of Ledgeview to provide aesthetic opportunities, and said Outlots will be maintained by the Homeowners Association
5. Straighten jogs in lot lines between lots 68 – Outlot 4 and 69 – 70.
6. Add a notation with the conservation easement to the plat including restrictions against storage of any kind (firewood, etc.), soil disturbance, mowing or vegetation removal, or construction of fences within the defined conservation easement area
7. Any technical corrections required by the Town Engineer and Brown County.

Approved at the June 13, 2018 Zoning & Planning Commission Meeting

Approved at the June 19, 2018 Town Board Meeting

MOTION by Tenor/Chambers to approve the prepared resolution with the additional changes and conditions. No further discussion. Motion carried in a voice vote, 6-0.

b. Discussion and recommendation on the proposed changes to Chapter 79: Signs for Signage in the Parks and Recreational Lands.

The Town and De Pere Baseball have entered into a partnership to develop the remaining phase of Scray Hill Park. The planned improvements will include two (2) turf ball diamonds, concession facilities, and an indoor practice facility. De Pere Baseball intends to solicit sponsorship and donations from benefactors to raise the money under their facilities.

The current sign code does not have many provisions for the signage desired by the baseball group. There isn't a lot of guidance for signs in the C-1 District, which are the parks. The language is very open-ended, and does not account for the types of signs and sponsorships envisioned.

This item is for discussion only tonight, but staff would like The Commission to start thinking about what type of signs they would allow on fields, dugouts, scoreboards, and entry features.

MOTION by Tenor/Lamers to table this item until the next meeting. No further discussion. Motion carried in a voice vote, 6-0.

7. OLD BUSINESS:

a. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to permitted uses, etc. (reduce listing to more general categories or a matrix).

An update was given on the progress to this point in building the matrix. The Commission likes the direction the matrix is going and gave staff feedback. No action taken.

MOTION by Tenor/Van Rossum to table until next meeting. No further discussion. Motion carried in a voice vote, 6-0.

b. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to Canopy regulations.

The Commission and staff carefully walked through the proposed changes to the canopy regulations. Discussion was had and additional suggestions were made. By enlarge the ordinance amendment is prepared for action with a few minor adjustments to be made by staff.

MOTION by Baran/Chambers to recommend approval of the amended ordinance with further edits made by staff. No further discussion. Motion carried in a voice vote, 6-0.

c. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to Outdoor storage in commercial districts.

The Commission and staff combed through the recommended changes to the outdoor storage in commercial districts ordinance. Staff showed picture examples of the intent of the code amendment. The Commission was comfortable and agreed with the proposed changes.

MOTION by Chambers/Baran to recommend approval of the code amendments. No further discussion. Motion carried in a voice vote, 6-0.

d. Discussion and recommendation on the proposed changes to Chapter 135: Zoning relating to parking for Recreational Vehicles (RVs), Trailers, Boats and related equipment.

Staff explained that this code amendment was brought forth by the Code Enforcement Officer who is receiving numerous complaints about parking recreational vehicles on residential parcels. Photos were shown as examples. The Commission felt the ordinance was a little confusing because it breaks down by vehicle and by zoning. The Commission felt a matrix would be a clearer way to accomplish the result. No action taken

MOTION by Tenor/Chambers to table until next meeting. No further discussion. Motion carried in a voice vote, 6-0.

8. Discuss work plan

Staff advised that the Town Board approved work on the View Shed Analysis in effort to identify those areas of the ledge that want to be preserved for public use in perpetuity. Look for this on a future agenda.

9. Staff report.

a. Update on future agenda items.

- Look for some future plats that have been submitted
- Ordinance review and updates as time allows

b. Review town board decisions.

The Town Board approved:

- Official Zoning Map
- Official Map
- Certified Survey Maps for Hawthorne Heights and Scray Hill Road

10. Communications by Commission Members.

- Lamers inquired about possible training opportunities at Ledgeview Nursing Home
- Handeland advised there was no Brown County Commission Meeting this month
- Chambers inquired on regulations for portable shade furniture that's becoming popular as well as fire tables.

11. ADJOURN.

MOTION by Lamers/Chambers to adjourn. No further discussion. Motion carried in a voice vote, 6-0. Meeting adjourned at 7:43 PM.

Respectfully submitted,

Charlotte K. Nelson, Clerk
Town of Ledgeview, Brown County, WI